

Parks Board Agenda
Monday, March 7th, 2022
5:00 p.m. – City Hall

1. Call to Order
2. Approval of Minutes
3. Claims
4. Suspend Meeting- Ratio Architects 5 year Master Plan/ Open to the public
5. Resume Park Board Meeting
6. Old Business
7. New Business
8. Report of Parks Officials
 - a. Deputy Director Report
 - b. Director Report
9. Public Comments
10. Adjourn
11. Next Meeting: Monday, April 4th, 2022, at 5:00 p.m.

PARKS BOARD MINUTES

Monday, February 7, 2022

5:00 p.m. – City Hall

The City of Madison Parks Board held its monthly meeting this 7th day of February 2022 at 5:00 p.m. in City Hall. The meeting was called to order by Park's Director Matthew Woolard. Other Board members in attendance were Joe Bronkella, Zac Laughlin, Carla Krebs and Phil Kahn.

Also in attendance were: Parks Director, Matt Woolard; Mayor Bob Courtney; Deputy Director, Chad Ison, ; Golf Pro, Roger Gallatin, and Parks Executive Assistant, Kim Eaglin.

Carla made a motion to make Joe Bronkella Board president for 2022. Seconded by Zac. Phil made a motion to elect Carla as Vice-president for 2022. Seconded by Zac. All approved. Both motions carried.

Approval of Minutes

Phil made a motion to accept the minutes from the January meeting as distributed. Carla seconded the motion, all approved. Motion carried.

Claims

Zac made a motion to accept the claims as presented. Carla seconded the motion. All approved. Motion carried.

New Business

The Jefferson County Soccer Association contract was next on the agenda. Brian Sachleben, President of JCSA, requested we keep the rates the same as 2021. After complimenting Brian on his program, Phil made a motion to keep the rates the same as 2021, which are: \$1000 payable on or before May 1st, 2022 (penalty of \$100 if not paid on time) \$2000 due September 1st, 2022 (penalty of \$200 if late). Motion was seconded by Joe. All approved. Motion carried.

Matt spoke next on eliminating dog park fees. This will be helpful to families with pets who come on weekends or festivals. The park would be an "enter at your own risk" Dog Park. We would need to change our signage at a very minimal fee. Zac made a motion to wave fees at the Dog Park. Seconded by Phil. All approved. Motion carried.

Matt gave an update on our Master Plan which is due April 15th, 2022. We will have a public meeting at our next Board meeting in March. Our biggest priorities in the next 5 years include: Upgrading all neighborhood parks and major facilities; making all facilities financially solvent and improving overall communication, marketing and creating a stronger online presence. Carla had several suggestions and ideas to improve our parks. Matt stated he appreciated her ideas and loved her enthusiasm.

Deputy Director's Report

Chad updated the Board on facilities and programming throughout our city. The Kiwanis project is underway. Paint has been purchased. We are still waiting on a quote for new fencing. Our Senior Center is still open 4 days a week. We have had a great turn out at the center so far with lots of activities ongoing. Due to inclement weather and a spike in our Covid numbers,

senior dances are postponed until March 4th. We are looking for sponsors to cover the cost of the band each week which is \$300.

Youth basketball is underway. We have 3 teams for the boy's league and 2 teams for the girls. Our Men's league is starting February 20th. We have 8 teams this year.

Director Report

Matt gave a brief demo on our new campground software Astra. Combining both January/February of 2021, we did \$35,270 in reservations. Within 5 days of our new software, we are at \$49,380. Our feedback thus far has been positive, with limited calls on technical/availability issues. We are currently getting bids on cosmetic bath house issues and stairs to be installed from the top of the riverfront sites to the grassy area below where most park their cars.

We are currently reviewing an operational analysis on Sunrise Golf Course and working with Roger on a staffing plan for 2022. The Golf Board has moved their meetings to the last Tuesday of each month @ 5pm in the Pro Shop. They have been working with Roger on acquiring updates to the shelter houses and pond on the course. They are in the process of selling Corporate Sponsorships for one year at a cost of \$3,000 each. The sponsor would receive their name and logo on a new bronze tee sign, and on our cart's GPS system; Website links from our site to the sponsor's site and 24- 18hole passes for golf, including a cart, any day of the week.

Matt informed the Board that he met with the architects, engineers and contractors working on Crystal Beach pool. They have been making progress on the structure and have removed most of the pool liner. They will provide a Gant chart soon.

Public Comments

Jan Vetrhus came forward to request the metal lean-to mural at Crystal Beach be repurposed and used somewhere in our Parks. This was created by a local volunteer group of artists in the mid 2000's. The owner of the property that the mural is on, John Morgan, received permission from the Historic Board to remove it. Her second suggestion was to start selling passes at Crystal Beach again for 2022. She feels we would have greater financial gain.

Mayor Courtney spoke next. He congratulated Joe and Carla on their new positions on the Park Board. He also met with the architects, engineers and contractors at Crystal Beach. He thinks they are on track to turn the pool back over to us in May. He also feels the Master plan is extremely important to our Parks. We need to drill down on our priorities and make them happen.

Adjourn

Zac made a motion to adjourn the meeting. Seconded by Carla. All approved. Meeting adjourned.

The next Parks Board Meeting is Monday, March 7th, at 5:00 pm in city hall.

Accounts Payable Register

Date: 02/28/2022 12:20:48 PM

APV Register Batch - PARK CLAIMS 03/07/2022

APVREGISTER.FRX

All History

Grouped By APV Number
Ordered By APV Number

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK CHECK # DATE	MEMORANDUM
**APV Number 42472									
02/28/2022	42472	AQUATIC CONTROL, INC.		204020363.000	PARK GROUNDS REPAIR & MAINTENANCE	JOHNSON LAKE MAINTENANCE	2732.49	55703 03/07/2022	
SubTotal APV Number 42472							2732.49		
**APV Number 42473									
02/28/2022	42473	BURRIS ELECTRIC SUPPLY		204020232.000	PARK REPAIRS & PARTS	LED LAMPS/BICENTENNIAL PARK	192.00	55704 03/07/2022	
02/28/2022	42473	BURRIS ELECTRIC SUPPLY		204020232.000	PARK REPAIRS & PARTS	SWITCH/SGC	3.78	55704 03/07/2022	
SubTotal APV Number 42473									
**APV Number 42474									
02/28/2022	42474	CHAMPS SPORTS & CORPORATE		215028213.000	PK NRO SPORTS EQUIPMENT & SUPPLIES	SOFTBALL CHAMP/SHIRTS	85.00	55705 03/07/2022	
SubTotal APV Number 42474									
**APV Number 42476									
02/28/2022	42476	CINTAS 302		204020221.000	PARK JANITORIAL SUPPLIES	CLEANING SUPPLIES/ALL PARKS	35.00	55706 03/07/2022	
02/28/2022	42476	CINTAS 302		204020221.000	PARK JANITORIAL SUPPLIES	CLEANING SUPPLIES/ALL PARKS	35.00	55706 03/07/2022	
SubTotal APV Number 42476									
**APV Number 42477									
02/28/2022	42477	DOMINION PEST CONTROL, INC.		204020363.000	PARK GROUNDS REPAIR & MAINTENANCE	PEST CONTROL/COMFORT STATION	190.00	55707 03/07/2022	
SubTotal APV Number 42477									
APV Number 42478									
							190.00		

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Accounts Payable Register

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DATE	FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	CHECK DATE	MEMORANDUM
02/28/2022		42478	FASTENAL COMPANY		204020232.000	PARK REPAIRS & PARTS	REPAIR PARTS/SGC	12.45	55708	03/07/2022	
SubTotal APV Number 42478								12.45			
*APV Number 42479											
02/28/2022		42479	GREENVILLE TURF & TRACTOR INC		204020242.000	PARK SMALL TOOLS HARDWARE & PAINT	SOCKET/SGC	298.67	55709	03/07/2022	
SubTotal APV Number 42479								298.67			
*APV Number 42480											
02/28/2022		42480	KOEHLER TIRE & SUPPLY		204020242.000	PARK SMALL TOOLS HARDWARE & PAINT	KABOTA TIRE/RUCKER	33.25	55710	03/07/2022	
SubTotal APV Number 42480								33.25			
*APV Number 42481											
02/28/2022		42481	MADISON IRON WORKS, INC.		204020431.000	PARK IMPROVEMENTS	2 POSTS/BICENTENNIAL PARK	315.00	55711	03/07/2022	
SubTotal APV Number 42481								315.00			
*APV Number 42482											
02/28/2022		42482	METRONET		204020324.000	PARK TELEPHONE	INTERNET & PHONE BILLING/SGC	320.21	55712	03/07/2022	
SubTotal APV Number 42482								320.21			
*APV Number 42483											
02/28/2022		42483	THE OFFICE SHOP		204020212.000	PARK STATIONARY & PRINTING	PARK LETTERHEAD/ENVELOPES	110.00	55713	03/07/2022	
SubTotal APV Number 42483								110.00			
*APV Number 42484											
02/28/2022		42484	PROFESSIONAL GOLFCAR CORP		204020226.000	PARK GOLF CART BATTERIES	16 EZG CHARGERS/SGC GOLF CARTS	2300.52	55714	03/07/2022	

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DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK CHECK # DATE	MEMORANDUM
SubTotal APV Number 42484									
*APV Number 42485									
02/28/2022	42485	R & R PRODUCTS		204020232.000	PARK REPAIRS & PARTS	ROLLER OVERHAUL KIT/SGC	1738.75	55715 03/07/2022	
02/28/2022	42485	R & R PRODUCTS		204020232.000	PARK REPAIRS & PARTS	PARTS FR GOLF CARTS/SGC	1229.80	55715 03/07/2022	
02/28/2022	42485	R & R PRODUCTS		204020232.000	PARK REPAIRS & PARTS	PARTS FR GOLF CARTS/SGC	201.90	55715 03/07/2022	
SubTotal APV Number 42485									
*APV Number 42486									
02/28/2022	42486	WRIGHT IMPLEMENT 1, LLC		204020232.000	PARK REPAIRS & PARTS	BLADE/RUCKERS	82.83	55716 03/07/2022	
02/28/2022	42486	WRIGHT IMPLEMENT 1, LLC		204020232.000	PARK REPAIRS & PARTS	PARTS/BROWN GYM	261.79	55716 03/07/2022	
02/28/2022	42486	WRIGHT IMPLEMENT 1, LLC		204020232.000	PARK REPAIRS & PARTS	BALL JOINT/SGC	229.18	55716 03/07/2022	
SubTotal APV Number 42486									
*** GRAND TOTAL ***									
							573.80		
							10407.62		

Master Plan Priority List

Ratio Architecture

1/28/2022

Biggest priorities over the next 5 years

1. Upgrading all neighborhood parks, below is parks ranked based on biggest priority:
 - a. Oak Hill
 - b. Gaines
 - c. Playground for all Children
 - d. Lorenz
 - e. Jaycee/Welch
 - f. Lytle
 - g. Riverfront property
 - h. Tennis courts & skatepark
 - i. John Paul
 - j. Johnson Lake
 - k. Pearl Park
2. Financially solvent facilities
 - a. 2021 – Campground: 2x profits from 2020
 - b. 2022 – Crystal
 - c. 2023 – Sunrise
 - d. 2024 – Rucker/Brown Gym
3. Improving overall communication, marketing, and online presence
 - a. Increasing overall programming participation between youth, adults, and seniors
 - b. Increasing volume at facilities which leads to more revenue growth
4. Upgrading major facilities
 - a. Campground
 - i. New bathhouse
 - ii. Sewer?
 - iii. Possible acquisition of surrounding land for expansion
 - b. Rucker
 - i. Upgrade fencing
 - ii. Turf for youth fields?
 - iii. Improved bathrooms/concession area

Year 1 – 2022

1. 21 programs in 2021 (1122 participants), increase to 25 for 2022 including a 20% increase in participation. All are currently fee-based programming
2. Promote Sunrise Golf Course & campground website and push online registrations
3. Increase engagement of Park Board – 2 new members began in January
4. Upgrade Neighborhood Parks: Gaines Park, Oak Hill Park
5. Financially solvent facility
 - a. Crystal Beach
6. Upgrade major park: Crystal Beach – anticipated date of completion is May 13th

Year 2 – 2023

1. Upgrade neighborhood parks: Playground for all children, skatepark, jaycee/welch park
2. Upgrade major park: Rucker Sports Complex
3. Financially solvent facility
 - a. Sunrise Golf Course

Year 3 – 2024

1. Upgrade neighborhood parks: Lytle, Lorenz, Dog Park
2. Upgrade major park: Bicentennial
3. Financially solvent facility
 - a. Rucker Sports Complex

Year 4 – 2025

1. Upgrade neighborhood parks: Fireman's park, John Paul, Johnson Lake, Lamplighter
2. Upgrade major park: Brown Gym

Year 5 – 2026

1. Upgrade neighborhood parks: tennis courts, Hargan-Matthews, Kiwanis, Pearl park?
2. Upgrade major park: new park by transfer station?

March Parks Board Programming Report

Facility Updates

We have had two different fencing companies measure and assess what work needs to be done to Kiwanis Park. We have received one quote, which was a bit out of our budget, and are waiting to hear back from our other contractor to see what their quote will be. If the second budget comes back more costly than expected, we know what adjustments we need to make to bring that price down.

On March 3rd 2022, we had 10 students volunteer their time with the City of Madison. These students were students of Madison Consolidated and they helped us organize the basement of the Brown Gym, which was long overdue in that facility. I would like to send a big thank you to MCHS, Kenton Mahoney, and those ten students for helping us out with that.

Programming Update

We wrapped up our 2022 Girls Basketball season last Thursday, March 3rd. From a spectators standpoint, the girls from both teams in that league improved drastically from the start of the year to now. The games only got more competitive as the season went on and every participant visibly showed the fun that they had in this league. Though we did not quite reach the registration numbers we were anticipating, I would deem this program a “success” as we were able to provide a service that positively affected the well-being of these participants in this COVID-era of our world.

The 2022 Boys Parks Basketball season is set to end this Thursday at 6:00PM at the Brown Gym. We will play the tournament semi-final at 6:00 and the championship at 7:00. Like the girls league, you can clearly see not only the enjoyment that these boys have playing the sport of basketball but the improvements that they’ve made throughout the season. I want to give a big shout out to the coaches, parents, and players of that league for a successful season in a difficult time of our world.

We have opened up registration for youth baseball, softball, and tee-ball. For baseball and softball, we will have a first and second grade age group, third and fourth grade age group, and a fifth and sixth grade age group. Tee-ball is open for all boys and girls, ages 3-5.

We have finalized a Spring Schedule with the Continental Amateur Baseball Association (CABA). Rucker Sports Complex will be host to seven tournaments throughout the spring. CABA is a great organization that sets their prices and schedules with the families of the youth athletes in mind. This is a great opportunity for outsiders to see the facilities we have in Madison and a great chance for the sport tourism of the community to blossom.

Matthew Woolard

Director of Parks & Recreation

(812) 265-8308

Email: parksdirector@madison-in.gov

Thursday, March 03, 2022



City of Madison

Parks Department

101 W Main Street
Madison, Indiana 47250-3775

Parks Board Report:

City Campground:

- *Astra*
 - o 9k in bookings during Feb
- *Upgrades*
 - o Still working with contractors on getting concrete stairs project completed

Sunrise Golf Course:

- *Revenue*
 - o 37k in revenue, update season pass count
 - o 65in TV was delivered, will be installed this week in time for March Madness
 - o Review 2021 operational analysis
- *Grille*
 - o Currently open 7-3 for breakfast/lunch Wednesday-Sunday
 - o Getting lots of positive feedback on the quality of our food. Jordan is doing a great job behind the grill we just need to focus on getting more customers

Crystal Beach Pool:

Nicole Schell will be providing an update.

Parks General

Hargan-Matthews: New wheelchair accessible handicap swing was installed. Also, we fixed the merry-go-round.

Brown Gym: Chiller will be getting fixed this month (42k)

NRPA: On 2/23 I received acceptance of my application for Director's school/conference in Chicago in August. "The curriculum encourages learning tied to experiential, team-based, case study projects and covers industry-identified topic areas. An all-star cast of instructors delivers content focusing on budget and finance, leadership and development, politics, the director's functions, strategy and communications. These are all topic areas that provide directors with the ability to meet the needs of our ever-changing communities. This year, the enhanced curriculum is even more interactive, providing intentional conversational experiences that introduce graduates to an exclusive, life-long network of industry peers."

PARKS DEPARTMENT

MATTHEW WOOLARD

Rucker Sports Complex:

- Chad will be providing an update

Staffing:

- All seasonal applications are live on the City's websites including:
- Crystal Beach: manager, assistant manager, lifeguards, concessions/front desk
- Rucker: officials, concessions, scorekeepers, general maintenance
- Sunrise: general maintenance, pro shop/grille, cart personnel
- City Hall: summer internship

February Golf Board Minutes

Tuesday, February 22, 2022

Attendees:

Matt Woolard, Roger Gallatin, Kenton Williams, Brandon Lee, Zac Laughlin, Karl Eaglin, Kathy Crafton

- Karl made a motion to begin the meeting. Kenton seconded.
- Zac made a motion to approve the minutes. Kenton seconded.
- The discussion continued regarding the new signage on the course. Roger shared a list of potential businesses. We added some and shared if we know the contact person and could make the request ourselves. Kathy said when the signage is complete she will take a photograph of each one and deliver it to the business/individual along with a thank you note.
- Roger's report:
He reported that he is looking into the potential purchase of four golf 'scooters'. Several positives were discussed, to include novelty, individual riding, price and fun. As Roger works for more play coming from outside of Jefferson County (Golf Now, Play and Stay, etc.) he wants to have some nice rental clubs available. He has requested the use of six sets through Callaway. He would like to drop the price a small amount for golfers reserving a tee time through Golf Now. We agreed that this would promote online reservations. Roger continues to work on promoting leagues. Each league will have an administrator and his/her fees will be reduced for taking care of league details. Roger shared how he would like to set up the merchandise in the pro shop. He wants to add shoes. He is researching the availability of pull carts for golfers, especially for those on school teams. First Tee is on the back burner until staffing is filled and Roger can be free to visit schools. The shift from 3-7:00 and some weekend shifts are currently open.
- Kenton made a motion to adjourn the meeting. Karl seconded.
- The next meeting is Tuesday, March 29, at 5:00.

Respectfully submitted,
Kathy Crafton